



**City of Missouri City,
Texas**

**FY 2009
Action Plan**

**Community Development Block Grant
(CDBG) Grantee**

**United States Department of Housing and
Urban Development**

**FY 2009 CDBG Action Plan
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**City of Missouri City
2009 CDBG Funding Budget**

The following is a proposed list of the CDBG Advisory Committee approved projects. The narrative included with the Action Plan stipulates the actual proposed objectives & outcomes for the funded projects.

Based on the budget provided, the total amount allocated for Public Services is \$44,800.00 (Literacy Volunteers, Fort Bend County Women's Center, Fort Bend Seniors, Meals-on-Wheels, East Fort Bend Human Needs Ministry & Educational/Vocational Scholarships). This amount is less than the 15% Public Services cap (\$44,832.00) for the total amount of the grant.

Project	Amount of Funding
Code Enforcement	\$55,000
Housing Rehabilitation- Fort Bend CORPS	\$79,000
Literacy Volunteers- Fort Bend County	\$9,000
Fort Bend County Women's Center	\$8,000
Fort Bend Seniors, Meals-on-Wheels	\$10,000
East Fort Bend Human Needs Ministry	\$6,300
Educational/Vocational Scholarships	\$11,500
Hunter's Glen Park- Security Lights, Phase III	\$60,302
Administration	\$59,775
Total 2009 CDBG Funding	\$298,877



SF 424

Third Program Year Action Plan

SF 424

Complete the fillable fields (blue cells) in the table below. The other items are pre-filled with values from the Grantee Information Worksheet.

Date Submitted 5/19/2009	Applicant Identifier B09MC480040	Type of Submission	
Date Received by state	State Identifier	Application	Pre-application
Date Received by HUD	Federal Identifier	<input type="checkbox"/> Construction	<input type="checkbox"/> Construction
		<input checked="" type="checkbox"/> Non Construction	<input type="checkbox"/> Non Construction
Applicant Information			
Jurisdiction: Missouri City		TX483612 MISSOURI CITY	
Street Address: 1522 Texas Parkway		DUNS: 83582882	
		Organizational Unit: CDBG	
City: Missouri City	TX	Department: Planning	
Zip: 77489	USA	Division: Code Enforcement	
Employer Identification Number (EIN):		County: Fort Bend	
74-6029035		Program Year Start Date: (07/01/2009)	
Applicant Type:		Specify Other Type if necessary:	
Local Government: Township			
Program Funding		U.S. Department of Housing and Urban Development	
Catalogue of Federal Domestic Assistance Numbers; Descriptive Title of Applicant Project(s); Areas Affected by Project(s) (cities, Counties, localities etc.); Estimated Funding			
Community Development Block Grant		14.218 Entitlement Grant	
CDBG Project Titles 2009 Annual Action Plan for Housing and Community Development		Description of Areas Affected by CDBG Project(s) Project(s) classified as qualified income areas within the City of Missouri City	
\$CDBG Grant Amount \$298,877.00	\$Additional HUD Grant(s) Leveraged \$0	Describe	
\$Additional Federal Funds Leveraged \$0	\$Additional State Funds Leveraged \$0		
\$Locally Leveraged Funds \$3,000.00	\$Grantee Funds Leveraged \$0		
\$Anticipated Program Income \$0	Other (Describe) \$0		
Total Funds Leveraged for CDBG-based Project(s) \$132,206.79			
Home Investment Partnerships Program		14.239 HOME	
HOME Project Titles		Description of Areas Affected by HOME Project(s)	
\$HOME Grant Amount	\$Additional HUD Grant(s) Leveraged	Describe	
\$Additional Federal Funds Leveraged	\$Additional State Funds Leveraged		
\$Locally Leveraged Funds	\$Grantee Funds Leveraged		
\$Anticipated Program Income	Other (Describe)		

Total Funds Leveraged for HOME-based Project(s)			
Housing Opportunities for People with AIDS		14.241 HOPWA	
HOPWA Project Titles		Description of Areas Affected by HOPWA Project(s)	
\$HOPWA Grant Amount	\$Additional HUD Grant(s) Leveraged	Describe	
\$Additional Federal Funds Leveraged		\$Additional State Funds Leveraged	
\$Locally Leveraged Funds		\$Grantee Funds Leveraged	
\$Anticipated Program Income		Other (Describe)	
Total Funds Leveraged for HOPWA-based Project(s)			
Emergency Shelter Grants Program		14.231 ESG	
ESG Project Titles		Description of Areas Affected by ESG Project(s)	
\$ESG Grant Amount	\$Additional HUD Grant(s) Leveraged	Describe	
\$Additional Federal Funds Leveraged		\$Additional State Funds Leveraged	
\$Locally Leveraged Funds		\$Grantee Funds Leveraged	
\$Anticipated Program Income		Other (Describe)	
Total Funds Leveraged for ESG-based Project(s)			
Congressional Districts of:		Is application subject to review by state Executive Order 12372 Process?	
Applicant Districts 22	Project Districts 22		
Is the applicant delinquent on any federal debt? If "Yes" please include an additional document explaining the situation.		<input type="checkbox"/> Yes	This application was made available to the state EO 12372 process for review on DATE
		<input checked="" type="checkbox"/> No	Program is not covered by EO 12372
<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	<input type="checkbox"/> N/A	Program has not been selected by the state for review

Person to be contacted regarding this application		
First Name: Frank	Middle Initial:	Last Name: Simpson
Title: City Manager	Phone: (281) 403-8500	Fax: (281) 208-5525
Email: fsimpson@missouricitytx.gov	Grantee website: www.missouricitytx.gov	Other Contact: Mike Fogarty
Signature of Authorized Representative		Date Signed



Third Program Year Action Plan

The CPMP Third Annual Action Plan includes the [SF 424](#) and Narrative Responses to Action Plan questions that CDBG, HOME, HOPWA, and ESG grantees must respond to each year in order to be compliant with the Consolidated Planning Regulations. The Executive Summary narratives are optional.

Narrative Responses

GENERAL

Executive Summary

The Executive Summary is required. Include the objectives and outcomes identified in the plan and an evaluation of past performance.

Program Year 3 Action Plan Executive Summary:

The City of Missouri City does not receive any income from the CDBG program. Therefore, the *estimated* total amount of grant funding for FY 2009 is \$298,877.00.

The objectives and outcomes for FY 2009 proposed Action Plan are as follows:

Code Enforcement- Objective: monitor & enforce code compliance at an early stage in qualified CDBG areas to ensure a pro-active approach to correcting code violations before they become cost prohibitive; Outcome: complete (1,200) code cases & follow through with court proceedings if needed to enforce code compliance within CDBG qualified areas.

Housing Rehabilitation- Objective: qualify clients & complete rehab projects on owner occupied homes within CDBG areas; Outcome: utilize CDBG monies & leverage private funds to complete (10) rehab projects through Fort Bend CORPS.

Literacy Volunteers- Objective: improve the literacy capabilities & awareness of clients from Missouri City & to provide GED prep courses for those persons who are interested in competing in the work place; Outcome: provide assistance to (20-25) clients who are in need of literacy aptitude & complete GED courses to achieve a higher degree of education.

Fort Bend County Women's Center- Objective: provide emergency shelter & counseling assistance to those clients who are in domestic violence situations; Outcome- counsel families & provide safe shelter for (110) Missouri City clients who are victims of domestic abuse; assist clients with job placement & financial freedom.

Fort Bend Seniors, Meals-on-Wheels- Objective: provide home delivered meals to (12) qualified seniors within the City of Missouri City; Outcome- deliver nutritious, hot meals to homebound low to moderate income seniors.

East Fort Bend Human Needs Ministry- Objective: assist (252) low to moderate income families in Missouri City with grocery items & nutritional foods through a cooperative, faith based food bank; Outcome- provide grocery items & nutritional foods for (252) low/moderate income families from Missouri City.

Educational/Vocational Scholarships- Objective: disburse educational/vocational scholarships at \$500/ea; Outcome-develop advancement possibilities of (23) low to moderate income clients pursuing a higher level of education or improved job skills.

Hunter's Glen Park- Objective: advance qualified City Park by adding Phase III of Security Lighting; Outcome- residents of low to moderate income areas serviced by the city will utilize the park improvement project for a healthier lifestyle with added security through enhanced illumination.

General Questions

1. Describe the geographic areas of the jurisdiction (including areas of low income families and/or racial/minority concentration) in which assistance will be directed during the next year. Where appropriate, the jurisdiction should estimate the percentage of funds the jurisdiction plans to dedicate to target areas.

CDBG funds must be utilized for persons located within the city limits of Missouri City. The CDBG target area for Missouri City consists of those census tracts having 33.5% or more with incomes below 80% of the median income for Fort Bend County. The only exceptions are direct benefits such as housing rehabilitation and public services, considered low to moderate clientele benefits. These benefits are targeted directly to persons whose household income falls below 80% of the median income and their residence lies within the city limits of Missouri City. Therefore, geographic distribution of resources is as follows:

1. Code Enforcement- Target Areas @ roughly 18% of the funds with (6) groups within Fort Bend County & (2) within Harris County.

Census Tract Block Groups: 423600 Block 2
(Perimeter boundaries are Beltway 8, Fondren Road & W. Airport Blvd.)

423600 Block 3
(Perimeter boundaries are HWY 90A & Gregory Blvd.)

670500 Block 1
(Perimeter boundaries are HWY 90A, Texas Pkwy & Buffalo Run)

670500 Block 2
(Perimeter boundaries are Buffalo Run, Texas Pkwy & Independence Blvd.)

670500 Block 3
(Perimeter boundaries are Independence Blvd. & Fondren Road)

670600 Block 2
(Perimeter boundaries are Texas Pkwy & Lexington Blvd.)

671100 Block 1
(Perimeter boundaries are 5th Street, Moore Road, Court Road & Staffordshire Road)

671300 Block 2
(Perimeter boundaries are HWY 90A, Texas Pkwy & Staffordshire Road)

2. Housing Rehabilitation- Community Wide

3. Public Services- Community Wide

4. Recreational Facilities- Target Areas @ roughly 20% of the funds with concentrations on municipal park projects.

Census Tract Block Groups: 423600 Block 2
(Perimeter boundaries are Beltway 8, Fondren Road & W. Airport Blvd.)

423600 Block 3
(Perimeter boundaries are HWY 90A & Gregory Blvd.)

670500 Block 1
(Perimeter boundaries are HWY 90A, Texas Pkwy & Buffalo Run)

670500 Block 2
(Perimeter boundaries are Buffalo Run, Texas Pkwy & Independence Blvd.)

670500 Block 3

(Perimeter boundaries are Independence Blvd. & Fondren Road)

670600 Block 2

(Perimeter boundaries are Texas Pkwy & Lexington Blvd.)

671100 Block 1

(Perimeter boundaries are 5th Street, Moore Road, Court Road & Staffordshire Road)

671300 Block 2

(Perimeter boundaries are HWY 90A, Texas Pkwy & Staffordshire Road)

5. General Administration- Community Wide

2. Describe the basis for allocating investments geographically within the jurisdiction (or within the EMSA for HOPWA) (91.215(a)(1)) during the next year and the rationale for assigning the priorities.

The basis for allocating investments is focused primarily on the decisions of the CDBG Advisory Committee and is specifically project based. The committee decides, based on the applications of subrecipients, how the money will be allocated. After the applications have been received, the projects are listed on the City of Missouri City's CDBG worksheet and the committee then votes on how the funding will be distributed. The rationale for assigning priorities is based on the needs of the qualified communities and the past CDBG projects completed. Also considered are the qualified target communities specifically, the Census Tract Block Groups listed below:

Census Tract Block Groups: 423600 Block 2

(Perimeter boundaries are Beltway 8, Fondren Road & W. Airport Blvd.)

423600 Block 3

(Perimeter boundaries are HWY 90A & Gregory Blvd.)

670500 Block 1

(Perimeter boundaries are HWY 90A, Texas Pkwy & Buffalo Run)

670500 Block 2

(Perimeter boundaries are Buffalo Run, Texas Pkwy & Independence Blvd.)

670500 Block 3

(Perimeter boundaries are Independence Blvd. & Fondren Road)

670600 Block 2

(Perimeter boundaries are Texas Pkwy & Lexington Blvd.)

671100 Block 1
(Perimeter boundaries are 5th Street, Moore Road, Court Road & Staffordshire Road)

671300 Block 2
(Perimeter boundaries are HWY 90A, Texas Pkwy & Staffordshire Road)

3. Describe actions that will take place during the next year to address obstacles to meeting underserved needs.

The City of Missouri City addresses the needs of the underserved by allocating funds to service providers within Fort Bend County. These service providers, who are also subrecipients, provide much needed assistance for low-moderate income individuals within the City of Missouri City. Missouri City CDBG Section will also offer (23) educational/vocational scholarships at \$500 each for qualified individuals. For FY 2009, The City of Missouri City proposes to fund four (4) service providers who will assist those underserved individuals within the city limits:

- Literacy Volunteers of Fort Bend County- \$9,000
- Fort Bend County Women's Center- \$8,000
- Fort Bend Seniors, Meals-on-Wheels- \$10,000
- East Fort Bend Human Needs Ministry- \$6,300

4. Identify the federal, state, and local resources expected to be made available to address the needs identified in the plan. Federal resources should include Section 8 funds made available to the jurisdiction, Low-Income Housing Tax Credits, and competitive McKinney-Vento Homeless Assistance Act funds expected to be available to address priority needs and specific objectives identified in the strategic plan.

The City of Missouri City does not expect to receive any other types of federal or state funding. However, the Homeowner Occupied Rehabilitation/Repair program, carried out by subrecipient Fort Bend CORPS, will be able to leverage private donations and funding in order to complete projects with the city limits.

Managing the Process

1. Identify the lead agency, entity, and agencies responsible for administering programs covered by the consolidated plan.

The lead agency responsible for administering programs covered by the consolidated plan is the City of Missouri City's CDBG Section.

2. Identify the significant aspects of the process, by which the plan was developed, and the agencies, groups, organizations, and others who participated in the process.

The planning and submission process was coordinated under the direction of the Community Development Coordinator of Missouri City, the Director of Planning, the City Manager, Assistant City Manager and City Staff. Valuable input was also obtained from individuals, groups and organizations serving Missouri City clients. The seven member Community Development Advisory Committee also played an integral part in the development of the Action Plan by allocating the funding amounts to subrecipients.

3. Describe actions that will take place during the next year to enhance coordination between public and private housing, health, and social service agencies.

The City of Missouri City will continue to work with public and private housing providers in the development of affordable housing, including the encouragement of participation by local and area lending institutions to provide financing for construction/development, rehabilitation and acquisition purposes. Health and social service providers will also be factored into the coordination process by having their informational brochures readily available for citizens who may need such assistance and also providing needed contact information to those interested persons who call the Missouri City Community Development Office.

Citizen Participation

1. Provide a summary of the citizen participation process.

The citizen participation process included written proposals submitted by (6) service providers and (2) two public hearings held by the City of Missouri City. **The first public hearing was held on February 16, 2009 at 7:00pm at City Hall Council Chambers in Missouri City. The second public hearing was held on March 16, 2009 at 7:00pm also at City Hall Council Chambers.** Notices of these public hearings were published in the *Fort Bend/Southwest STAR* on February 4, 2009 and March 4, 2009 respectively. In addition, notices of these public hearings were posted on the bulletin board at City Hall in Missouri City and at the Public Library.

2. Provide a summary of citizen comments or views on the plan.

The City of Missouri City's Community Development Office did not receive any written comments during these (2) Public Hearings for FY 2009.

3. Provide a summary of efforts made to broaden public participation in the development of the consolidated plan, including outreach to minorities and non-English speaking persons, as well as persons with disabilities.

The (7) member CDBG Advisory Committee played an integral part in the development of the 2009 Action Plan by providing input and allocating the funding amounts to subrecipients. With (4) citizens and (3) city council members, the city was well represented during the development of the 2009 Action Plan. NOTE: The 5 Year Consolidated Plan was submitted during FY 2008. Please refer to that plan for specific community outreach efforts.

4. Provide a written explanation of comments not accepted and the reasons why these comments were not accepted.

The City of Missouri City did not restrict any public comments and did not restrict any comments from being submitted.

Institutional Structure

1. Describe actions that will take place during the next year to develop institutional structure.

The actions that will take place in developing institutional structures include the following:

- **City of Missouri City-** The city's Planning Department will carry out the Housing and Community Development Strategy as proposed in the Consolidated Plan. This department is responsible for the coordination of the city's Community Development Block Grant Program.
- **Literacy Volunteers of Fort Bend County-** This organization is a non-profit entity that will carry out literacy programs for citizens of Missouri City and also provide GED prep courses for those clients who are interested.
- **Fort Bend Women's Center-** Also a non-profit organization assisting those women who are victims of domestic abuse and are in need of emergency shelter. The Women's Center offers counseling services,

childcare and job placement opportunities for those clients who need economic independence.

- **Fort Bend Seniors, Meals-on-Wheels-** This non-profit will deliver hot meals to homebound seniors within the city limits. Transportation to the Fort Bend County Senior Center will also be included.
- **East Fort Bend Human Needs Ministry-** Also a non-profit, faith based organization servicing low to moderate income clients with nutritional foods and grocery services through a cooperative food bank.
- **Fort Bend CORPS-** This organization will continue to administer the City of Missouri City's Homeowner Occupied Rehabilitation/Repair Program for FY 2009. This subrecipient will repair & rehab homes within the City of Missouri City. Fort Bend CORPS also has private funds from local donors available to leverage on these homes.

Private developers and banks will provide the development and the financing for affordable housing. This may be accomplished through the City's affordable housing strategy, low-income housing tax credits, Tax Increment Reinvestment Zones (TIRZ), the Community Reinvestment Act and the Fort Bend County HOME Program.

The institutional structure of public, non-profit and private organizations described above generally function well in meeting the needs of families and individuals in Missouri City.

Monitoring

1. Describe actions that will take place during the next year to monitor its housing and community development projects and ensure long-term compliance with program requirements and comprehensive planning requirements.

The City of Missouri City will continue to monitor its housing and community development subrecipients by conducting yearly on-site visits and completing monitoring forms suggested by HUD to document these visits in the subrecipient files. The City of Missouri City will also keep accurate records of all funds disbursed and distributed for each subrecipient. Client data files are received monthly from subrecipients and will also be monitored and reported monthly into IDIS. Performance measures will be kept in check by corresponding with subrecipients on number of clients served and number of houses rehabbed.

In addition to remote monitoring on subrecipients by requiring monthly income & units served data on clients served as well as updated information on employees, the city's Community Development Office also will track any complaints received. If an unfavorable report is documented, then this is presented to the CDBG Advisory Committee for consideration during the updated on-site monitoring visit presentation. The committee then takes these reports into consideration while reviewing applications for funding. If the committee has any questions about performance on a particular subrecipient, then CDBG staff answers the inquiry during one of the open meetings that was advertised on the bulletin board at City Hall & the public library.

The monitoring of the goals and objectives mentioned in the Consolidated Plan will be carried out on a yearly basis. Specifically, each program year will be broken out to include all the projects completed, the amount of CDBG funding expended and the end results. These reports will be forwarded to the CDBG Coordinator to approve and then will be included in the Administration section of each program year for full review. The public will also be encouraged to review these reports online and copies will be available at the city branch of the Fort Bend County Library.

Regarding Code Enforcement monitoring, the areas that are specified as "qualified" are inspected weekly for on-site code issues. The Code Inspector on staff reports these issues to the Code Enforcement Supervisor and letters of "non-compliance" or code notices are issued to the homeowners. About 60% of code related issues are remedied upon receiving the first notice letter. The other 40% receive a second notice letter which usually results in the code issue being resolved. If the applicant cannot afford to pay for home repairs to remedy the code citation, then the Code Inspector will refer them to our homeowner occupied rehab assistance subrecipient, Fort Bend CORPS, in order to assist them in rectifying the situation.

Lead-based Paint

1. Describe the actions that will take place during the next year to evaluate and reduce the number of housing units containing lead-based paint hazards in order to increase the inventory of lead-safe housing available to extremely low-income, low-income, and moderate-income families, and how the plan for the reduction of lead-based hazards is related to the extent of lead poisoning and hazards.

The City inspects for lead based paint on homes built before 1978 during its homeowner occupied rehabilitation program. The rehabilitation program is now being administered by Fort Bend CORPS and they also test for lead based paint on homes built before 1978. The CORPS also discusses with & has each rehab client sign a form acknowledging they received the *Lead Based Paint Awareness* brochure that is available in English & Spanish if their home was built prior to 1978. This form is included with the client's file for documentation. Contractors used by the CORPS are also required to be in compliance with and aware of the LBP regulations. If lead based paint is found, then Fort Bend CORPS notifies the home owner of the potential problem & attempts to reduce the LBP. Sometimes the costs for such a problem exceed the cap from the city's CDBG rehab program. When this occurs, the city's Community Development Office works with Fort Bend CORPS' Executive Director to leverage private funds to reduce the LBP. In addition to the processes mentioned here over 70% of the housing stock in the city was constructed post 1978, therefore, lead based paint testing is not required.

HOUSING

Specific Housing Objectives

*Please also refer to the Housing Needs Table in the Needs.xls workbook.

1. Describe the priorities and specific objectives the jurisdiction hopes to achieve during the next year.

The City of Missouri City plans to undertake the following activities and meet the following objectives under its 2009 CDBG program:

- **Code Enforcement-** High Priority; The City has a full time code enforcement inspector to enforce existing environmental codes specifically in low to moderate income areas. It is the goal of the City to identify (1,200) code cases in the low to moderate income areas and to assist those homeowners in bringing their residences up to code before the next fiscal year.
- **Housing Rehabilitation-** High Priority; The City has contracted with Fort Bend CORPS in the past and also proposes for FY 2009 to have the organization carry out the homeowner occupied rehabilitation/repair program for the City of Missouri City. Fort Bend CORPS' proposed goal for 2009 is to rehab a minimum of (10) Missouri City homes at a maximum of \$7,500 for each house for low to moderate income families.

- **Public Services-** High Priority; The City proposes to sponsor (4) local social service providers and distribute (23) educational/vocational scholarships for Missouri City residents. Literacy Volunteers of Fort Bend County, Fort Bend County Women's Center, Fort Bend Seniors, Meals-on-Wheels & East Fort Bend Human Needs Ministry will provide much needed services to the low to moderate income persons within Missouri City. Literacy Volunteers propose to serve (20-25) Missouri City clients for FY 2009. Fort Bend County Women's Center proposes to serve (110) Missouri City clients. Fort Bend Seniors will assist (12) low/moderate income seniors and East Fort Bend Human Needs Ministry will service (252) low/moderate income clients. The scholarships will be allocated to those individuals who have completed the application and provided the needed documentation to the CDBG office. The maximum amount for each scholarship will be \$500.
- **Hunter's Glen Park-** Medium Priority; The City has proposed to install security lights, Phase III, in the parking lot and along the hiking/walking trails.
- **General Program Administration-** High Priority; The City will continue to utilize these funds to compensate the Community Development Coordinator and Full-time CDBG Inspector I.

2. Describe how Federal, State, and local public and private sector resources that are reasonably expected to be available will be used to address identified needs for the period covered by this Action Plan.

The money that will be used to leverage the existing CDBG program funds for housing rehabilitation is the *Hearts and Hammers* Program also sponsored by Fort Bend CORPS. This program utilizes private donations and volunteer hours to paint and replace exterior fascia boards and improve exterior landscaping on homes of low to moderate income individuals within the City of Missouri City.

Needs of Public Housing

1. Describe the manner in which the plan of the jurisdiction will help address the needs of public housing and activities it will undertake during the next year to encourage public housing residents to become more involved in management and participate in homeownership.

2. If the public housing agency is designated as "troubled" by HUD or otherwise is performing poorly, the jurisdiction shall describe the manner in which it will provide financial or other assistance in improving its operations to remove such designation during the next year.

The City of Missouri City does not have a Public Housing Agency within its city limits, therefore, there are no public housing clients serviced by the CDBG Section.

Barriers to Affordable Housing

1. Describe the actions that will take place during the next year to remove barriers to affordable housing.

The City of Missouri City plans to continue to enforce building codes in low to moderate income areas in an effort to attract reputable builders who are willing to provide affordable housing in these areas. This strategy of enforcing building codes has paid off as developers seek out land to construct quality low-income housing. The city is also working on its Comprehensive Plan which will include suggestions and public comments on the status of affordable housing within the city and new approaches to entice investors and builders to the area. Currently, a new low income tax credit property is being evaluated by the city's Community Development office. The property, which will be located at the 200 S. E. intersection of South Gessner & Beltway 8 will be designated as elderly housing, Section 8 New Construction. This project is called *Hometowne at Missouri City*, will cater to low income seniors in the City of Missouri City area. The project completed the Tax Credit phase, with approval from the state and is now in the building process in the city's Planning Department. All 108 units will be constructed within the City of Missouri City & will boast safe, secure & sanitary housing for low income seniors. Construction has begun and the anticipated completion date is set for December 2009.

HOME/ American Dream Down payment Initiative (ADDI)

1. Describe other forms of investment not described in § 92.205(b).
2. If the participating jurisdiction (PJ) will use HOME or ADDI funds for homebuyers, it must state the guidelines for resale or recapture, as required in § 92.254 of the HOME rule.

3. If the PJ will use HOME funds to refinance existing debt secured by multifamily housing that is that is being rehabilitated with HOME funds, it must state its refinancing guidelines required under § 92.206(b). The guidelines shall describe the conditions under which the PJ will refinance existing debt. At a minimum these guidelines must:
 - a. Demonstrate that rehabilitation is the primary eligible activity and ensure that this requirement is met by establishing a minimum level of rehabilitation per unit or a required ratio between rehabilitation and refinancing.
 - b. Require a review of management practices to demonstrate that disinvestments in the property has not occurred; that the long-term needs of the project can be met; and that the feasibility of serving the targeted population over an extended affordability period can be demonstrated.
 - c. State whether the new investment is being made to maintain current affordable units, create additional affordable units, or both.
 - d. Specify the required period of affordability, whether it is the minimum 15 years or longer.
 - e. Specify whether the investment of HOME funds may be jurisdiction-wide or limited to a specific geographic area, such as a neighborhood identified in a neighborhood revitalization strategy under 24 CFR 91.215(e)(2) or a Federally designated Empowerment Zone or Enterprise Community.
 - f. State that HOME funds cannot be used to refinance multifamily loans made or insured by any federal program, including CDBG.
4. If the PJ is going to receive American Dream Down payment Initiative (ADDI) funds, please complete the following narratives:
 - a. Describe the planned use of the ADDI funds.
 - b. Describe the PJ's plan for conducting targeted outreach to residents and tenants of public housing and manufactured housing and to other families assisted by public housing agencies, for the purposes of ensuring that the ADDI funds are used to provide down payment assistance for such residents, tenants, and families.
 - c. Describe the actions to be taken to ensure the suitability of families receiving ADDI funds to undertake and maintain homeownership, such as provision of housing counseling to homebuyers.

Program Year 3 Action Plan HOME/ADDI response:

The City of Missouri City does not participate in the HOME/ADDI program.

HOMELESS

Specific Homeless Prevention Elements

*Please also refer to the Homeless Needs Table in the Needs.xls workbook.

1. **Sources of Funds**—Identify the private and public resources that the jurisdiction expects to receive during the next year to address homeless needs and to prevent homelessness. These include the McKinney-Vento Homeless Assistance Act programs, other special federal, state and local and private funds targeted to homeless individuals and families with children, especially the chronically homeless, the HUD formula programs, and any publicly-owned land or property. Please describe, briefly, the jurisdiction's plan for the investment and use of funds directed toward homelessness.
2. **Homelessness**—In a narrative, describe how the action plan will address the specific objectives of the Strategic Plan and, ultimately, the priority needs identified. Please also identify potential obstacles to completing these action steps.
3. **Chronic homelessness**—The jurisdiction must describe the specific planned action steps it will take over the next year aimed at eliminating chronic homelessness by 2012. Again, please identify barriers to achieving this.
4. **Homelessness Prevention**—The jurisdiction must describe its planned action steps over the next year to address the individual and families with children at imminent risk of becoming homeless.
5. **Discharge Coordination Policy**—Explain planned activities to implement a cohesive, community-wide Discharge Coordination Policy, and how, in the coming year, the community will move toward such a policy.

Program Year 3 Action Plan Special Needs response:

The City of Missouri City does not receive any source of funding to address homeless problems. However, one of the city's subrecipients, Fort Bend County Women's Center, is considered a temporary homeless shelter for abused & battered spouses. This shelter also provides transportation & family counseling services to clients & also offers job placement services to give clients a chance at financial independence.

Exploring options for utilizing CDBG funding to possibly enhance programs like these already in place is an option for the future. The city's Community Development staff has also decided to conduct research to investigate the homeless problem on the local level. Developing correspondence & meeting with various church leaders, Fort Bend ISD social workers & leaders from other non-profits will allow city staff & the CDBG Advisory Committee to better understand the homeless issue. Coming together to discuss solutions to assisting these homeless families & minors is the first step. Collectively gathering resources & developing a plan of action is the next step.

Emergency Shelter Grants (ESG)

(States only) Describe the process for awarding grants to State recipients, and a description of how the allocation will be made available to units of local government.

Program Year 3 Action Plan ESG response:

The City of Missouri City does not participate in the Emergency Shelter Grant Program.

COMMUNITY DEVELOPMENT

Community Development

*Please also refer to the Community Development Table in the Needs.xls workbook.

1. Identify the jurisdiction's priority non-housing community development needs eligible for assistance by CDBG eligibility category specified in the Community Development Needs Table (formerly Table 2B), public facilities, public improvements, public services and economic development.
2. Identify specific long-term and short-term community development objectives (including economic development activities that create jobs), developed in accordance with the statutory goals described in section 24 CFR 91.1 and the primary objective of the CDBG program to provide decent housing and a suitable living environment and expand economic opportunities, principally for low- and moderate-income persons.

*Note: Each specific objective developed to address a priority need, must be identified by number and contain proposed accomplishments, the time period (i.e., one, two, three, or more years), and annual program year numeric goals the jurisdiction hopes to achieve in quantitative terms, or in other measurable terms as identified and defined by the jurisdiction.

Program Year 3 Action Plan Community Development response:

1. Economic Development- Low Priority;
Public Services- High Priority;
Public Facilities- Medium Priority;
Public Improvements- Medium Priority;
2. Economic Development- low priority; The citizen responses during the public comment periods, staff input and CDBG Advisory Committee input has resulted in this topic being reduced to low level priority. The general consensus was that "direct individual" benefit was more important to the community, so funding and energies will be focused on the other aspects of community development.

Public Services- high priority; The majority of the questionnaires that were sent out to (10) local non-profits that were included with the 2008 Five Year Consolidated Plan stipulated that public services were a high priority.

Public Facilities- medium priority; The citizen responses during the public comment period stressed the importance of improving public facilities.

Public Improvements- medium priority; City staff recommended utilizing CDBG funding to address Public Works' projects throughout the city.

The obstacles present in meeting underserved needs were the limited amount of funds and the increasing demand for more funded projects.

Long Term Community Development Objectives:

Long Term Objective #1- Provide drainage improvements at the following sites: Cangelosi Detention Facility, Cangelosi Ditch Improvements, Adams Ditch, Mustang Bayou Improvements, Columbia Blue Drainage, Storm Sewer for Adams Street, Fifth Avenue Estates Drainage.

Time Period- 3 or more years to accomplish;

Program Year- N/A;

Cost- \$7,260,000

Long Term Objective #2- Provide park improvements at the following sites: Buffalo Run, Independence Park, Roane Park, G.C.W.A. Canal Trail, Hunter's Glen Park, Hunter's Glen Trail, Lucy Tucker Adams Park, Bicentennial Park, E.A. Jones Elementary/Missouri City Middle School, Texas Parkway-Turtle Creek Beautification Site, Mustang Bayou Trail and The Woods Detention Site.

Time Period- ongoing;

Program Years- 2002, 2003, 2004, 2005 and 2006

Cost- \$5,825,000

Long Term Objective #3- The City of Missouri City does own a small portion of the water distribution and wastewater collection and treatment systems in the City. The City will consider projects that either provide for first time service or improve potable water or sanitary sewer service for low to moderate income families. These projects will considered on a case-by-case basis.

Time Period- ongoing;

Program Year- 2003 (first completed case)

Cost- \$6,000

Short Term Community Development Objectives:

Short Term Objective #1- Provide security lighting, Phase I, Phase II & Phase III, for Hunter's Glen Park.

Time Period- 3 years;

Program Years- 2007, 2008 & 2009

Cost- \$23,000 Phase I
\$40,000 Phase II
\$60,302 Phase III

Short Term Objective #2- Sidewalk replacement in Fondren Park subdivision.

Time Period- 2 years;

Program Year- 2008

Cost- \$54,282

Antipoverty Strategy

1. Describe the actions that will take place during the next year to reduce the number of poverty level families.

The City of Missouri City will offer (23) educational/vocational scholarships for qualified Missouri City residents. By providing these opportunities for supporting low to moderate income persons with a re-imbursement for educational expenses, the City is working to minimize the local poverty level. Seeking out a higher education allows for these qualified individuals to pursue better job opportunities thereby increasing the level of income generated for their households.

The City also sponsors the Literacy Council of Fort Bend County who provides literacy services for residents of Missouri City. The GED prep course also offered by Literacy Council allows those clients who are interested to study and take the test to earn the GED certificate. Earning this certificate allows these individuals to seek out better paying jobs, therefore, increasing the level of income earned for their households.

NON-HOMELESS SPECIAL NEEDS HOUSING

Non-homeless Special Needs (91.220 (c) and (e))

*Please also refer to the Non-homeless Special Needs Table in the Needs.xls workbook.

1. Describe the priorities and specific objectives the jurisdiction hopes to achieve for the period covered by the Action Plan.
2. Describe how Federal, State, and local public and private sector resources that are reasonably expected to be available will be used to address identified needs for the period covered by this Action Plan.

The City of Missouri City is not a direct recipient of ESG or HOPWA funds. However, the City will consider providing assistance to social service organizations that provide assistance to the homeless and other special needs populations under a Request for Proposal. Social service organizations will be notified that proposals for funding will be accepted and evaluated by the City of Missouri City during the program year. Funds may be awarded to one or more social service organizations that provide services to low to moderate income Missouri City residents for expanded or new service programs. Proposed for fiscal year 2009 (4) subrecipient social service organizations will provide much needed assistance to the citizens of Missouri City:

- Fort Bend County Women's Center
- Fort Bend County Literacy Council (Literacy Volunteers)
- Fort Bend Seniors, Meals-on-Wheels
- East Fort Bend Human Needs Ministry

Housing Opportunities for People with AIDS

*Please also refer to the HOPWA Table in the Needs.xls workbook.

1. Provide a Brief description of the organization, the area of service, the name of the program contacts, and a broad overview of the range/ type of housing activities to be done during the next year.
2. Report on the actions taken during the year that addressed the special needs of persons who are not homeless but require supportive housing, and assistance for persons who are homeless.
3. Evaluate the progress in meeting its specific objective of providing affordable housing, including a comparison of actual outputs and outcomes to proposed goals and progress made on the other planned actions indicated in the strategic and action plans. The evaluation can address any related program adjustments or future plans.
4. Report on annual HOPWA output goals for the number of households assisted during the year in: (1) short-term rent, mortgage and utility payments to avoid homelessness; (2) rental assistance programs; and (3) in housing facilities, such as community residences and SRO dwellings, where funds are used to develop and/or operate these facilities. Include any assessment of client outcomes for achieving housing stability, reduced risks of homelessness and improved access to care.
5. Report on the use of committed leveraging from other public and private resources that helped to address needs identified in the plan.
6. Provide an analysis of the extent to which HOPWA funds were distributed among different categories of housing needs consistent with the geographic distribution plans identified in its approved Consolidated Plan.
7. Describe any barriers (including non-regulatory) encountered, actions in response to barriers, and recommendations for program improvement.
8. Please describe the expected trends facing the community in meeting the needs of persons living with HIV/AIDS and provide additional information regarding the administration of services to people with HIV/AIDS.
9. Please note any evaluations, studies or other assessments that will be conducted on the local HOPWA program during the next year.

Program Year 3 Action Plan HOPWA response:

The City of Missouri City does not receive nor participate in any funding associated with HOPWA.

Specific HOPWA Objectives

Describe how Federal, State, and local public and private sector resources that are reasonably expected to be available will be used to address identified needs for the period covered by the Action Plan.

Program Year 3 Specific HOPWA Objectives response:

The City of Missouri City does not receive nor participate in any funding associated with HOPWA.

Other Narrative

Include any Action Plan information that was not covered by a narrative in any other section.

Project Name: **Code Enforcement**
IDIS Project # **118**

UOG Code: TX483612 Missouri City

Description: The City of Missouri City will improve the living conditions of existing low to moderate income homeowners with the ancillary effect of reducing costs by enforcing code regulations. This project includes the salary of the code enforcement officer, supplies and training for improved code violation detection.

Location: 670500 BLK 1 670500 BLK2
670500 BLK 3 670600 BLK 2
423600 BLK 2 423600 BLK 3
671100 BLK 1 671300 BLK 2

Expected Completion Date: 06/30/2010

National Objective Code: LMA

Explanation: Code Enforcement is a high need priority level. The City of Missouri City will attempt to assist low to moderate income persons with addressing code violations and effecting repairs at a reduced cost burden.

Specific Objectives: Improve the quality of owner housing.
Improve access to affordable owner housing.
Improve access to affordable owner housing for minorities.

Project Level Accomplishments:

Accomplishment Type: 10- Housing Units
1200 proposed

Proposed Outcome: 1200 housing units addressed
Performance Measure : Meet 100% of proposed outcome & exceed amount.
Actual Outcome: N/A

Matrix Code: 15- Code Enforcement 570.202(c)

Program Year: 2009 Proposed Amount= \$55,000
Actual Amount= \$55,000

Project Name: **Housing Rehabilitation**
IDIS Project # **119**

UOG Code: TX483612 Missouri City

Description: The City of Missouri City will be contracting with Fort Bend CORPS to administer the owner occupied housing rehabilitation program for FY 2009. This project includes lead based paint testing, interior/exterior repairs, roof repairs and administrative costs associated with the Missouri City home rehab program.

Location: Community Wide

Priority Needs Category: Owner Occupied Housing

Expected Completion Date: 06/30/2010

National Objective Code: LMH

Explanation: Housing Rehabilitation is a high need priority level. The City of Missouri City will contract with a local non-profit to provide housing rehabilitation assistance for low to moderate income clients within the city.

Specific Objectives: Improve the quality of owner housing.
Improve access to affordable owner housing.
Improve access to affordable owner housing for minorities.

Project Level Accomplishments:

Accomplishment Type: 10- Housing Units
10 proposed

Proposed Outcome: Fort Bend CORPS proposes to complete 10 homes.
Performance Measure : Meet 100% of proposed outcome & exceed amount.
Actual Outcome: N/A

Matrix Code: 14A- Rehab; Single-Unit Residential 570.202
14 H-Rehabilitation Administration 570.202
14I-Lead-Based/Lead Hazard Test/Abate 570.202

Program Year: 2009 Proposed Amount= \$79,000
Actual Amount= \$79,000

Project Name: **Literacy Volunteers of Fort Bend County**
IDIS Project # **120**

UOG Code: TX483612 Missouri City

Description: The Literacy Volunteers will carry out literacy programs for Missouri City clients and also provide GED prep courses for those clients who are interested in completing this program. The GED certificates will provide opportunities for individuals to seek out higher paying jobs thereby increasing household incomes.

Location: Community Wide

Priority Needs Category: Public Services

Expected Completion Date: 06/30/2010

National Objective Code: LMA

Explanation: Literacy Volunteers is a high need priority level service provider utilizing CDBG funds to provide literacy programs and GED classes for low to moderate income clients within the City of Missouri City.

Specific Objectives: Improve the services for low/mod income persons.
Improve economic opportunities for low-income persons.

Project Level Accomplishments:

Accomplishment Type: 01- People
20 proposed

Proposed Outcome: Literacy Volunteers to serve 20 people.
Performance Measure : Meet 100% of proposed outcome.
Actual Outcome: N/A

Matrix Code: 05- Public Services (General) 570.201(e)

Program Year: 2009 Proposed Amount= \$9,000
Actual Amount= \$9,000

Project Name: Fort Bend County Women's Center
IDIS Project # 121

UOG Code: TX483612 Missouri City

Description: The Fort Bend Women's Center will utilize CDBG funding to supplement staff salaries, provide program supplies, telephone service and utility costs associated with running the emergency shelter.

Location: Community Wide

Priority Needs Category: Public Services

Expected Completion Date: 06/30/2010

National Objective Code: LMC

Explanation: The Fort Bend County Women's Center is a high need priority level service provider. CDBG funding will assist the Women's Center in providing much needed domestic abuse services and emergency shelter to low/moderate income individuals from the City of Missouri City.

Project Primary Purpose: Help the Homeless

Specific Objectives: Improve the services for low/mod income persons.
Improve economic opportunities for low-income persons.

Project Level Accomplishments:

Accomplishment Type: 01- People
110 proposed

Proposed Outcome: FB Women's Center will assist 110 clients.

Performance Measure : Meet 100% of proposed outcome.

Actual Outcome: N/A

Matrix Code: 05- Public Services (General) 570.201(e)

Program Year: 2009 Proposed Amount= \$8,000
Actual Amount= \$8,000

Project Name: Fort Bend Seniors, Meals-on-Wheels
IDIS Project # 122

UOG Code: TX483612 Missouri City

Description: Fort Bend Seniors will carry out the home delivered meal program for low/moderate income senior citizens within the city.

Location: Community Wide

Priority Needs Category: Public Services

Expected Completion Date: 06/30/2010

National Objective Code: LMC

Explanation: Fort Bend Seniors, Meals-on-Wheels is a high need priority level service provider. CDBG funding will be used to provide (12) low/moderate income seniors with hot meals delivered to their homes.

Specific Objectives: Improve the services for low/mod income persons.

Project Level Accomplishments:

Accomplishment Type: 01- People
12 proposed

Proposed Outcome: FB Seniors will serve 12 low/mod income clients.

Performance Measure : Meet 100% of proposed outcome.

Actual Outcome: N/A

Matrix Code: 05A- Senior Services 570.201(e)

Program Year: 2009 Proposed Amount= \$10,000
Actual Amount= \$10,000

Project Name: East Fort Bend Human Needs Ministry
IDIS Project # 123

UOG Code: TX483612 Missouri City

Description: East Fort Bend Human Needs Ministry will assist (252) low/moderate income families in Missouri City with grocery supplies and basic food needs through a cooperative, faith based food bank.

Location: Community Wide

Priority Needs Category: Public Services

Expected Completion Date: 06/30/2010

National Objective Code: LMC

Explanation: East Fort Bend Human Needs Ministry is a high need priority level service provider. CDBG funding will assist this faith based organization in providing much needed grocery supplies and basic food needs to low/moderate income individuals from the City of Missouri City.

Specific Objectives: Improve the services for low/mod income persons.

Project Level Accomplishments:

Accomplishment Type: 01- People
252 proposed

Proposed Outcome: FB Women's Center will assist 110 clients.

Performance Measure : Meet 100% of proposed outcome.

Actual Outcome: N/A

Matrix Code: 05- Public Services (General) 570.201(e)
31E- Supportive Services

Program Year: 2009 Proposed Amount= \$6,300
Actual Amount= \$6,300

Project Name: Educational/Vocational Scholarship Grants
IDIS Project # 124

UOG Code: TX483612 Missouri City

Description: The City of Missouri City will provide (23) educational/vocational scholarships to those residents who meet the income & enrollment qualifications.

Location: Community Wide

Priority Needs Category: Public Services

Expected Completion Date: 06/30/2010

National Objective Code: LMC

Explanation: The educational/vocational scholarships are classified as a high need priority level public service. CDBG funds will be used to provide (23) scholarships to low/moderate income level individuals from the City of Missouri City who are currently enrolled in an educational/vocational training program.

Specific Objectives: Improve the services for low/mod income persons.
Improve economic opportunities for low-income persons.

Project Level Accomplishments:

Accomplishment Type: 01- People
23 proposed

Proposed Outcome: Missouri City will give out (23) scholarships.

Performance Measure : Meet 100% of proposed outcome.

Actual Outcome: N/A

Matrix Code: 05H- Employment Training 570.201(e)

Program Year: 2009 Proposed Amount= \$11,500
Actual Amount= \$11,500

Project Name: Hunter's Glen Park-Security Lights, Phase III
IDIS Project # 125

UOG Code: TX483612 Missouri City

Description: The City of Missouri City will carry out the third phase of security lighting in Hunter's Glen Park, a qualified city park.

Location: 670500 BLK 2- Perimeter streets: Texas Parkway, Independence Blvd. & Grand Park

Priority Needs Category: Public Facilities

Expected Completion Date: 06/30/2010

National Objective Code: LMA

Explanation: The city will hire contractors to carry out the third phase of security lighting project located within one of the qualified city parks-Hunter's Glen.

Specific Objectives: Improve quality/increase quantity of public improvements for lower income persons.

Project Level Accomplishments:

Accomplishment Type: 11- Public Facilities
1 proposed

Proposed Outcome: Complete Phase III-security lighting in Hunter's Glen Park.
Performance Measure : Meet 100% of proposed outcome.
Actual Outcome: N/A

Matrix Code: 03- Public Facilities and Improvements 570.201(c)
03F- Parks, Recreational Facilities 570.201(c)

Program Year: 2009 Proposed Amount= \$60,302
Actual Amount= \$60,302

Project Name: Administration
IDIS Project # 126

UOG Code: TX483612 Missouri City

Description: The City of Missouri City's Planning Department-CDBG Section will carry out the administration of FY 2009 CDBG funds.

Location: Community Wide

Priority Needs Category: Planning/Administration

Expected Completion Date: 06/30/2010

National Objective Code: LMA

Explanation: Administration of the CDBG grant program is classified as a high need level priority. Programs & funding will be focused on low to moderate income clients within the City of Missouri City.

Specific Objectives: Improve the services for low/mod income persons.
Improve economic opportunities for low-income persons.

Project Level Accomplishments:

Accomplishment Type: 01- People
66,000

Proposed Outcome: Administer CDBG funds for FY 2009.
Performance Measure : Meet 100% of proposed outcome.
Actual Outcome: Serviced low to moderate income population.

Matrix Code: 31B-Administration-grantee

Program Year: 2009 Proposed Amount= \$59,775
Actual Amount= \$59,775



CPMP Non-State Grantee Certifications

Many elements of this document may be completed electronically, however a signature must be manually applied and the document must be submitted in paper form to the Field Office.

- | |
|--|
| <input type="checkbox"/> This certification does not apply.
<input checked="" type="checkbox"/> This certification is applicable. |
|--|

NON-STATE GOVERNMENT CERTIFICATIONS

In accordance with the applicable statutes and the regulations governing the consolidated plan regulations, the jurisdiction certifies that:

Affirmatively Further Fair Housing -- The jurisdiction will affirmatively further fair housing, which means it will conduct an analysis of impediments to fair housing choice within the jurisdiction, take appropriate actions to overcome the effects of any impediments identified through that analysis, and maintain records reflecting that analysis and actions in this regard.

Anti-displacement and Relocation Plan -- It will comply with the acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, and implementing regulations at 49 CFR 24; and it has in effect and is following a residential antidisplacement and relocation assistance plan required under section 104(d) of the Housing and Community Development Act of 1974, as amended, in connection with any activity assisted with funding under the CDBG or HOME programs.

Drug Free Workplace -- It will or will continue to provide a drug-free workplace by:

1. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;
2. Establishing an ongoing drug-free awareness program to inform employees about –
 - a. The dangers of drug abuse in the workplace;
 - b. The grantee's policy of maintaining a drug-free workplace;
 - c. Any available drug counseling, rehabilitation, and employee assistance programs; and
 - d. The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;
3. Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph 1;
4. Notifying the employee in the statement required by paragraph 1 that, as a condition of employment under the grant, the employee will –
 - a. Abide by the terms of the statement; and
 - b. Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;
5. Notifying the agency in writing, within ten calendar days after receiving notice under subparagraph 4(b) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to every grant officer or other designee on whose grant activity the convicted employee was working, unless the Federal agency has designated a central point for the receipt of such notices. Notice shall include the identification number(s) of each affected grant;
6. Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph 4(b), with respect to any employee who is so convicted –
 - a. Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or
 - b. Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;
7. Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs 1, 2, 3, 4, 5 and 6.

Anti-Lobbying -- To the best of the jurisdiction's knowledge and belief:

8. No Federal appropriated funds have been paid or will be paid, by or on behalf of it, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement;
9. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, it will complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions; and
10. It will require that the language of paragraph 1 and 2 of this anti-lobbying certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

Authority of Jurisdiction -- The consolidated plan is authorized under State and local law (as applicable) and the jurisdiction possesses the legal authority to carry out the programs for which it is seeking funding, in accordance with applicable HUD regulations.

Consistency with plan -- The housing activities to be undertaken with CDBG, HOME, ESG, and HOPWA funds are consistent with the strategic plan.

Section 3 -- It will comply with section 3 of the Housing and Urban Development Act of 1968, and implementing regulations at 24 CFR Part 135.

5/19/09

Signature/Authorized Official

Date

Frank Simpson

Name

City Manager

Title

1522 Texas Parkway

Address

Missouri City, TX 77459

City/State/Zip

(281) 403-8500

Telephone Number

- | |
|---|
| <input type="checkbox"/> This certification does not apply. |
| <input checked="" type="checkbox"/> This certification is applicable. |

Specific CDBG Certifications

The Entitlement Community certifies that:

Citizen Participation -- It is in full compliance and following a detailed citizen participation plan that satisfies the requirements of 24 CFR 91.105.

Community Development Plan -- Its consolidated housing and community development plan identifies community development and housing needs and specifies both short-term and long-term community development objectives that provide decent housing, expand economic opportunities primarily for persons of low and moderate income. (See CFR 24 570.2 and CFR 24 part 570)

Following a Plan -- It is following a current consolidated plan (or Comprehensive Housing Affordability Strategy) that has been approved by HUD.

Use of Funds -- It has complied with the following criteria:

11. Maximum Feasible Priority - With respect to activities expected to be assisted with CDBG funds, it certifies that it has developed its Action Plan so as to give maximum feasible priority to activities which benefit low and moderate income families or aid in the prevention or elimination of slums or blight. The Action Plan may also include activities which the grantee certifies are designed to meet other community development needs having a particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community, and other financial resources are not available);
12. Overall Benefit - The aggregate use of CDBG funds including section 108 guaranteed loans during program year(s) 2____, 2____, 2____, (a period specified by the grantee consisting of one, two, or three specific consecutive program years), shall principally benefit persons of low and moderate income in a manner that ensures that at least 70 percent of the amount is expended for activities that benefit such persons during the designated period;
13. Special Assessments - It will not attempt to recover any capital costs of public improvements assisted with CDBG funds including Section 108 loan guaranteed funds by assessing any amount against properties owned and occupied by persons of low and moderate income, including any fee charged or assessment made as a condition of obtaining access to such public improvements.

However, if CDBG funds are used to pay the proportion of a fee or assessment that relates to the capital costs of public improvements (assisted in part with CDBG funds) financed from other revenue sources, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds.

The jurisdiction will not attempt to recover any capital costs of public improvements assisted with CDBG funds, including Section 108, unless CDBG funds are used to pay the proportion of fee or assessment attributable to the capital costs of public improvements financed from other revenue sources. In this case, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds. Also, in the case of properties owned and occupied by moderate-income (not low-income) families, an assessment or charge may be made against the property for public improvements financed by a source other than CDBG funds if the jurisdiction certifies that it lacks CDBG funds to cover the assessment.

Excessive Force -- It has adopted and is enforcing:

14. A policy prohibiting the use of excessive force by law enforcement agencies within its jurisdiction against any individuals engaged in non-violent civil rights demonstrations; and
15. A policy of enforcing applicable State and local laws against physically barring entrance to or exit from a facility or location which is the subject of such non-violent civil rights demonstrations within its jurisdiction;

Compliance With Anti-discrimination laws -- The grant will be conducted and administered in conformity with title VI of the Civil Rights Act of 1964 (42 USC 2000d), the Fair Housing Act (42 USC 3601-3619), and implementing regulations.

Lead-Based Paint -- Its activities concerning lead-based paint will comply with the requirements of part 35, subparts A, B, J, K and R, of title 24;

Compliance with Laws -- It will comply with applicable laws.

<hr/>	<div>5/19/09</div>
Signature/Authorized Official	Date
<div>Frank Simpson</div>	
Name	
<div>City Manager</div>	
Title	
<div>1522 Texas Parkway</div>	
Address	
<div>Missouri City, TX 77459</div>	
City/State/Zip	
<div>(281) 403-8500</div>	
Telephone Number	

- ☒ This certification does not apply.
☐ This certification is applicable.

**OPTIONAL CERTIFICATION
CDBG**

Submit the following certification only when one or more of the activities in the action plan are designed to meet other community development needs having a particular urgency as specified in 24 CFR 570.208(c):

The grantee hereby certifies that the Annual Plan includes one or more specifically identified CDBG-assisted activities, which are designed to meet other community development needs having a particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community and other financial resources are not available to meet such needs.

Signature/Authorized Official

Date

Name

Title

Address

City/State/Zip

Telephone Number

☒ This certification does not apply.
☐ This certification is applicable.

Specific HOME Certifications

The HOME participating jurisdiction certifies that:

Tenant Based Rental Assistance -- If the participating jurisdiction intends to provide tenant-based rental assistance:

The use of HOME funds for tenant-based rental assistance is an essential element of the participating jurisdiction's consolidated plan for expanding the supply, affordability, and availability of decent, safe, sanitary, and affordable housing.

Eligible Activities and Costs -- it is using and will use HOME funds for eligible activities and costs, as described in 24 CFR § 92.205 through 92.209 and that it is not using and will not use HOME funds for prohibited activities, as described in § 92.214.

Appropriate Financial Assistance -- before committing any funds to a project, it will evaluate the project in accordance with the guidelines that it adopts for this purpose and will not invest any more HOME funds in combination with other Federal assistance than is necessary to provide affordable housing;

Signature/Authorized Official

Date

Name

Title

Address

City/State/Zip

Telephone Number

- ☒ This certification does not apply.
☐ This certification is applicable.

HOPWA Certifications

The HOPWA grantee certifies that:

Activities -- Activities funded under the program will meet urgent needs that are not being met by available public and private sources.

Building -- Any building or structure assisted under that program shall be operated for the purpose specified in the plan:

1. For at least 10 years in the case of assistance involving new construction, substantial rehabilitation, or acquisition of a facility,
2. For at least 3 years in the case of assistance involving non-substantial rehabilitation or repair of a building or structure.

Signature/Authorized Official

Date

Name

Title

Address

City/State/Zip

Telephone Number

- | |
|---|
| <input checked="checked" type="checkbox"/> This certification does not apply.
<input type="checkbox"/> This certification is applicable. |
|---|

ESG Certifications

I, _____, Chief Executive Officer of **Error! Not a valid link.**, certify that the local government will ensure the provision of the matching supplemental funds required by the regulation at 24 *CFR* 576.51. I have attached to this certification a description of the sources and amounts of such supplemental funds.

I further certify that the local government will comply with:

1. The requirements of 24 *CFR* 576.53 concerning the continued use of buildings for which Emergency Shelter Grants are used for rehabilitation or conversion of buildings for use as emergency shelters for the homeless; or when funds are used solely for operating costs or essential services.
2. The building standards requirement of 24 *CFR* 576.55.
3. The requirements of 24 *CFR* 576.56, concerning assurances on services and other assistance to the homeless.
4. The requirements of 24 *CFR* 576.57, other appropriate provisions of 24 *CFR* Part 576, and other applicable federal laws concerning nondiscrimination and equal opportunity.
5. The requirements of 24 *CFR* 576.59(b) concerning the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970.
6. The requirement of 24 *CFR* 576.59 concerning minimizing the displacement of persons as a result of a project assisted with these funds.
7. The requirements of 24 *CFR* Part 24 concerning the Drug Free Workplace Act of 1988.
8. The requirements of 24 *CFR* 576.56(a) and 576.65(b) that grantees develop and implement procedures to ensure the confidentiality of records pertaining to any individual provided family violence prevention or treatment services under any project assisted with ESG funds and that the address or location of any family violence shelter project will not be made public, except with written authorization of the person or persons responsible for the operation of such shelter.
9. The requirement that recipients involve themselves, to the maximum extent practicable and where appropriate, homeless individuals and families in policymaking, renovating, maintaining, and operating facilities assisted under the ESG program, and in providing services for occupants of these facilities as provided by 24 *CFR* 76.56.
10. The requirements of 24 *CFR* 576.57(e) dealing with the provisions of, and regulations and procedures applicable with respect to the environmental review responsibilities under the National Environmental Policy Act of 1969 and related

authorities as specified in 24 *CFR* Part 58.

11. The requirements of 24 *CFR* 576.21(a)(4) providing that the funding of homeless prevention activities for families that have received eviction notices or notices of termination of utility services will meet the requirements that: (A) the inability of the family to make the required payments must be the result of a sudden reduction in income; (B) the assistance must be necessary to avoid eviction of the family or termination of the services to the family; (C) there must be a reasonable prospect that the family will be able to resume payments within a reasonable period of time; and (D) the assistance must not supplant funding for preexisting homeless prevention activities from any other source.
12. The new requirement of the McKinney-Vento Act (42 *USC* 11362) to develop and implement, to the maximum extent practicable and where appropriate, policies and protocols for the discharge of persons from publicly funded institutions or systems of care (such as health care facilities, foster care or other youth facilities, or correction programs and institutions) in order to prevent such discharge from immediately resulting in homelessness for such persons. I further understand that state and local governments are primarily responsible for the care of these individuals, and that ESG funds are not to be used to assist such persons in place of state and local resources.
13. HUD's standards for participation in a local Homeless Management Information System (HMIS) and the collection and reporting of client-level information.

I further certify that the submission of a completed and approved Consolidated Plan with its certifications, which act as the application for an Emergency Shelter Grant, is authorized under state and/or local law, and that the local government possesses legal authority to carry out grant activities in accordance with the applicable laws and regulations of the U. S. Department of Housing and Urban Development.

Signature/Authorized Official

Date

Name

Title

Address

City/State/Zip

Telephone Number

- ☐ This certification does not apply.
☒ This certification is applicable.

APPENDIX TO CERTIFICATIONS

Instructions Concerning Lobbying and Drug-Free Workplace Requirements

Lobbying Certification

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

Drug-Free Workplace Certification

1. By signing and/or submitting this application or grant agreement, the grantee is providing the certification.
2. The certification is a material representation of fact upon which reliance is placed when the agency awards the grant. If it is later determined that the grantee knowingly rendered a false certification, or otherwise violates the requirements of the Drug-Free Workplace Act, HUD, in addition to any other remedies available to the Federal Government, may take action authorized under the Drug-Free Workplace Act.
3. Workplaces under grants, for grantees other than individuals, need not be identified on the certification. If known, they may be identified in the grant application. If the grantee does not identify the workplaces at the time of application, or upon award, if there is no application, the grantee must keep the identity of the workplace(s) on file in its office and make the information available for Federal inspection. Failure to identify all known workplaces constitutes a violation of the grantee's drug-free workplace requirements.
4. Workplace identifications must include the actual address of buildings (or parts of buildings) or other sites where work under the grant takes place. Categorical descriptions may be used (e.g., all vehicles of a mass transit authority or State highway department while in operation, State employees in each local unemployment office, performers in concert halls or radio stations).
5. If the workplace identified to the agency changes during the performance of the grant, the grantee shall inform the agency of the change(s), if it previously identified the workplaces in question (see paragraph three).
6. The grantee may insert in the space provided below the site(s) for the performance of work done in connection with the specific grant: Place of Performance (Street address, city, county, state, zip code) Check if there are workplaces on file that are not identified here. The certification with regard to the drug-free workplace is required by 24 CFR part 21.

Place Name	Street	City	County	State	Zip

7. Definitions of terms in the Nonprocurement Suspension and Debarment common rule and Drug-Free Workplace common rule apply to this certification. Grantees' attention is called, in particular, to the following definitions from these rules: "Controlled substance" means a controlled substance in Schedules I through V of the Controlled Substances Act (21 U.S.C. 812) and as further defined by regulation (21 CFR 1308.11 through 1308.15); "Conviction" means a finding of guilt (including a plea of *nolo contendere*) or imposition of sentence, or both, by any judicial body charged with the responsibility to determine violations of the Federal or State criminal drug statutes; "Criminal drug statute" means a Federal or non-Federal criminal statute involving the manufacture, distribution, dispensing, use, or possession of any

controlled substance; "Employee" means the employee of a grantee directly engaged in the performance of work under a grant, including:

- All "direct charge" employees;
- all "indirect charge" employees unless their impact or involvement is insignificant to the performance of the grant; and
- a. temporary personnel and consultants who are directly engaged in the performance of work under the grant and who are on the grantee's payroll. This definition does not include workers not on the payroll of the grantee (e.g., volunteers, even if used to meet a matching requirement; consultants or independent contractors not on the grantee's payroll; or employees of subrecipients or subcontractors in covered workplaces).

Note that by signing these certifications, certain documents must be completed, in use, and on file for verification. These documents include:

1. Analysis of Impediments to Fair Housing
2. Citizen Participation Plan
3. Anti-displacement and Relocation Plan

5/19/09

Signature/Authorized Official

Date

Frank Simpson

Name

City Manager

Title

1522 Texas Parkway

Address

Missouri City, TX 77459

City/State/Zip

(281) 403-8500

Telephone Number